

Class Specifications
for the Class:

EMERGENCY MEDICAL SERVICES PROGRAM MANAGER (M.D./D.O.)
(EMS PRGM MGR [M.D./D.O.]

Distinguishing Characteristics:

This class reflects responsibility for managing all activities related to planning, developing, establishing and maintaining a statewide Emergency Medical Service (EMS) System. The work includes coordinating and evaluating EMS programs initiated and implemented by various public and private agencies throughout the State, developing a State plan, promulgating standards, rules and regulations, administering funds, etc., to provide residents of the State with quality emergency care services. Emergency medical services range from daily medical and traumatic emergencies to disaster situations producing mass casualties.

Examples of Duties:

Develops and implements a comprehensive statewide emergency medical services system, including the coordination of each county emergency medical system; formulates objectives and goals for the emergency medical services system; develops policies, standards, rules and regulations necessary to standardize and assure quality of emergency medical services throughout the State and the counties; develops methods to attain objectives and goals of the emergency medical services system; coordinates the emergency medical services activities of existing State, county and private provider groups to avoid duplication of services; provides linkages between existing and developing emergency medical service areas; establishes manpower needs and identifies and supports training resources and opportunities and continuing educational programs in emergency medical services areas; establishes and supports all components of the State emergency medical system which includes manpower, training, communications, transportation, facilities, critical care unit, public safety agencies, consumer participation, accessibility to care, transfer of patients, standard medical recordkeeping, public information and education, evaluation, disaster linkage, and mutual agreements; analyzes, updates and recommends changes in the State emergency medical services program, plans, policies and procedures to conform with prevailing standards, regulations and statutory requirements; identifies and obtains existing and new sources of emergency medical services funds in the public and private sectors; develops and justifies financial plans to maintain and continue current level of funding and future program funding; provides staff services to the Governor's emergency medical services system advisory committee; presents program and requirements to interested parties; directs subordinate staff members.

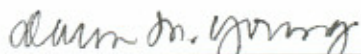
Knowledge and Abilities Required:

Knowledge of: Principles and practices of medicine, including emergency medical care and treatment techniques; hospital and medical facilities operation; emergency care facilities; principles and practices of management; training techniques; emergency medical care issues; public relations; federal and State laws and regulations relating to emergency medical services system.

Ability to: Plan, direct and coordinate a statewide program relating to emergency medical services; formulate plans, policies and procedures; evaluate program objectives and operations; write clear and concise reports; speak effectively before groups.

This is to reinstate, amend and change the title to the specification for the class Emergency Medical Services Manager (M.D.), formerly Emergency Medical Services System Physician, which was approved on June 23, 1977.

DATE APPROVED: 9/8/05


for MARIE C. LADERTA
Director of Human Resources Development